

ADOPTED BUDGET

2017/18

Scappoose RFPD



BUDGET MESSAGE

This is Scappoose Fire District's proposed budget document for fiscal year 2017/2018. It is accompanied by a budget workbook that contains detailed information about the proposed budget's line items. The workbook is for information only and is not part of the legal document.

The proposed budget is balanced. Since the County Assessors provide the tax revenue estimates prior to updating property assessments, the actual amounts received will vary somewhat from the budget.

Approval of this budget does not guarantee a particular expenditure. However, it does provide for community involvement in planning for the future. The Fire District consistently prefers to be frugal and not spend budgeted funds if needs or conditions change.

The budget committee reviews and, if a majority of the committee feels it is necessary, revises the proposed budget. The committee must balance each fund and approve the budget. The Board of Directors cannot increase expenditures in a fund by more than 10% unless it reconvenes the budget committee.

GENERAL INFORMATION

In May 2016, voters of the Fire District renewed the current 5-year operational levy through June 30, 2022. The renewal included a 30 cent increase for a total of \$1.24 levy per thousand of assessed value. This provides fulltime staffing for two ambulances 24/7. The District will also hire part-time medical-only staff to assist with increased medical calls. Legacy Health system has stated that they plan to move their urgent care facility from St Helens to Scappoose. This could cause an instant increase of over 200 ambulance transfers a year to Portland area hospitals. The additional financial resources will make it possible for the District respond to greater demand for its services.

The District responded to 2,021 emergency incidents during 2016, a 9% increase over the prior year. The workbook contains a breakdown of this number by major incident types. Medical calls average 70% of the emergency calls.

Effective July 1, 2016, Scappoose Fire District and Columbia River Fire and Rescue entered into a two (2) year Intergovernmental Agreement (IGA) to share management resources to better serve our communities. One Fire Chief oversees both agencies and the Districts share each other's Division Chiefs. The goals are to strengthen cooperation and achieve financial and operational efficiencies with managerial specialization. The agreement can be canceled at any time with a 90 day notice. The budget shows some income and expenses for this agreement.

BUDGET HIGHLIGHTS

GENERAL FUND RESOURCES RECEIVED

Tax Turnover 2017/18 – We expect to receive 93% of Multnomah and Columbia Counties' estimated property tax. The estimated valuation increased by 3.9% to \$1.2 billion. Due to the agreement with Columbia River Fire & Rescue, Miscellaneous Income includes income from the IGA.

GENERAL FUND PERSONNEL SERVICES

Personnel funding increased so the District can retain the two Firefighter/EMTs currently funded by a SAFER grant. The District will also hire another fulltime Firefighter/EMT and part-time EMTs or Paramedics to provide more ambulance service.

GENERAL FUND MATERIAL AND SERVICES

As our emergency response apparatus and buildings get older, maintenance needs increase. The cost of doing business and number of emergency incidents continue to rise. In addition to routine operational costs, we have identified three larger projects for 2017/18. The upstairs vinyl flooring is original with the building and needs replaced. Security improvements are planned for the station lobby. The asphalt paving at the back of the bays cannot provide long-term support for 30 tons of apparatus, so we plan to replace it with concrete paving.

GENERAL FUND CAPITAL OUTLAY

The funds for Capital Outlay purchases have increased from \$60,500 in 2016/17 to \$77,440 in 2017/18. The planned purchases are itemized in the Budget Workbook. Items that cost more than \$1,000 and last longer than 1 year are considered Capital Outlay. The purchase threshold for items considered capital outlay was set by the Board of Directors.

GRANT FUND

This fund was established to meet reporting requirements associated with a federal grant the District received. This grant funded the hiring of 2.0 fulltime FIRE/EMS personnel. The positions were hired October 2015 to meet increased demand for services. The grant expires in late 2017. The additional levy funds will sustain these positions in the General Fund.

RESERVE FUNDS

The Real & Personal Property Reserve Fund accumulates funds for major purchases. A new ambulance is on order to replace our 1999 ambulance. We expect to receive and pay for the ambulance, a bariatric stretcher, and an automated chest compression system in 2017/18. Due to increased staffing needs, the local option levy will no longer permit sufficient savings for ambulance replacement. We are exploring options to fund future fire and ambulance apparatus purchases.

Personnel Services Reserve Fund - The District is a reimbursing employer for unemployment purposes. An eligible employee would receive the regular unemployment benefits through the State of Oregon and the District would reimburse the State. This potential personnel liability is budgeted here. The fund also reserves money to pay contractual retirement, vacation, and sick leave benefits.

I hope this budget information is helpful to you. If you need additional information before the May 4th budget meeting or have ideas to assist the District in the budget process, please feel free to contact me at 503-543-5026 or jsalisbury@srfd.us.

Respectfully submitted,



Janine Salisbury
Finance Administrator/Budget Officer



SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

P.O. Box 625 • 52751 Columbia River Hwy. • Scappoose, Oregon 97056
 Phone: (503) 543-5026 • FAX: (503) 543-2670 • www.srfd.us

RESOLUTION No. 2017-03 2017-2018 Budget Adoption

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Scappoose Rural Fire Protection District hereby adopts the budget for fiscal year 2017-18 in the total amount of \$ 5,661,454. * This budget is now on file at Scappoose Fire Station, 52751 Columbia River Highway in Scappoose, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2017, and for the purposes shown below are hereby appropriated:

General Fund		Real & Personal Property Reserve Fund	
<u>Organizational Unit - Fire & Emergency Medical Services</u>		<u>Fire & Emergency Medical Services</u>	
Personnel Services.....	3,104,499	Reserved for Future Expenditure	5,000
Materials & Services.....	883,981	Total.....	\$ 424,684
Capital Outlay.....	77,440		
<u>Not Allocated to Organizational Unit</u>		Personnel Liability Reserve Fund	
Transfers Out	1,000	<u>Fire & Emergency Medical Services</u>	
Contingency.....	200,000	Reserved for Future Expenditure	
Total.....	\$ 4,266,920	Total.....	
		\$ 202,906	
Grants Fund			
<u>Fire & Emergency Medical Services</u>			
Debt Service	84,293		
Total.....	\$ 28,651		
		Total APPROPRIATIONS, All Funds . . . \$ 5,001,454	
		Total Unappropriated and Reserve Amounts, All Funds . . . 660,000	
		TOTAL ADOPTED BUDGET . . . \$ 5,661,454 *	

(*amounts with asterisks must match)

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2017-2018 upon the assessed value of all taxable property within the District:

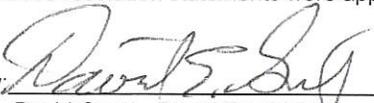
- (1) At the rate of \$ 1.1145 per \$1000 of assessed value for permanent rate tax;
- (2) At the rate of \$ 1.2400 per \$1000 of assessed value for local option tax; and

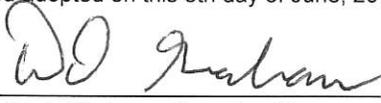
RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

<u>Subject to the General Government Limitation</u>	<u>Excluded from Limitation</u>
Permanent Rate Tax.....\$ 1.1145 /\$1,000	None
Local Option Tax.....\$ 1.2400 /\$1,000	

The above resolution statements were approved and declared adopted on this 8th day of June, 2017.

By: 
 David Grant - Board President

By: 
 David Graham - Secretary/Treasurer

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

To assessors of Columbia & Multnomah Counties

FORM LB-50 2017-2018

Check here if this is an amended form.

Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The **Scappoose Rural Fire Protection Dist.** has the responsibility and authority to place the following property tax, fee, charge or assessment

District Name

on the tax roll of **Columbia & Multnomah** Counties. The property tax, fee, charge or assessment is categorized as stated by this form.

County Name

P.O. 625

Scappoose

OR

97056

6/13/2016

Mailing Address of District

City

State

ZIP code

Date

Janine Salisbury

Finance/Admin

503.543.5026

jsalisbury@srfd.us

Contact Person

Title

Daytime Telephone

Contact Person E-Mail

CERTIFICATION - You must check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
 The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

		Subject to General Government Limits		
		Rate -or- Dollar Amount		
1.	Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . .	1	1.1145	
2.	Local option operating tax	2	\$1.24	
3.	Local option capital project tax	3	0	Excluded from Measure 5 Limits Dollar Amount of Bond Levy
4.	City of Portland Levy for pension and disability obligations	4	0	
5a.	Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.	0	
5b.	Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.	0	
5c.	Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.	0	

PART II: RATE LIMIT CERTIFICATION

6.	Permanent rate limit in dollars and cents per \$1,000	6	1.1145
7.	Election date when your new district received voter approval for your permanent rate limit	7	n/a
8.	Estimated permanent rate limit for newly merged/consolidated district	8	n/a

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters
Mixed Levy	5/17/2016	7/1/2017	6/30/2022	1.24

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1 None		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS ___n/a

NOTICE OF BUDGET HEARING

A public meeting of the Scappoose Rural Fire Protection District will be held on Thursday, June 8, 2017 at 7:00 p.m. at 52751 Columbia River Highway Scappoose, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2017 as approved by the Scappoose Rural Fire Protection District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 52751 Columbia River Highway, Scappoose, Oregon between the hours of 9:00 a.m. and 4:00 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the one used in the preceding year.

Contact: Janine Salisbury, Finance/Admin

Telephone: 503-543-5026 Email: jsalisbury@srfd.us

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2015-2016	Adopted Budget This Year 2016-2017	Approved Budget Next Year 2017-2018
Beginning Fund Balance/Net Working Capital	1,796,095	1,826,763	1,972,279
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	707,999	630,850	760,700
Federal, State and all Other Grants, Gifts, Allocations and Donations	123,240	233,030	112,944
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	161,000	118,080	29,651
All Other Resources Except Current Year Property Taxes	92,243	284,800	105,800
Current Year Property Taxes Estimated to be Received	2,180,286	2,205,100	2,680,080
Total Resources	5,060,863	5,298,623	5,661,454

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	2,303,782	3,101,140	3,390,698
Materials and Services	560,593	729,000	883,981
Capital Outlay	138,424	494,403	497,124
Debt Service	0	0	28,651
Interfund Transfers	161,000	118,080	1,000
Contingencies	0	200,000	200,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	0	656,000	660,000
Total Requirements	3,163,799	5,298,623	5,661,454

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
Name: Fire/Emergency Medical Services (EMS)	3,163,799	5,298,623	5,661,454
FTE	16	17.5	19.0
Total Requirements	3,163,799	5,298,623	5,661,454
Total FTE	16	17.5	19.0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

Calls continue to increase, causing greater need for technical training, upgraded equipment, and more staff. The District explores all opportunities to meet these needs with best practice cost-effective methods. The two-year federal grant to hire two firefighter/emergency medical technicians (FF/EMTs) expires October, 2017. In May, 2016, voters approved an increased rate in the local option levy renewal that is effective for property taxes due in November, 2017. The increased revenue will sustain the formerly grant-funded positions, add another FF/EMT, and add part-time medical-only staff during peak call hours. In addition, Scappoose Fire District and Columbia River Fire & Rescue entered into a two-year agreement to share administrative staff. The agreement was effective July 1, 2016, and facilitates greater cooperation and managerial specialization. The districts hope to achieve financial and operating efficiencies that will help meet increased administrative needs without hiring more staff.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2015-2016	Rate or Amount Imposed This Year 2016-2017	Rate or Amount Approved Next Year 2017-2018
Permanent Rate Levy (rate limit \$1.1145 per \$1,000)	\$1.1145	\$1.1145	\$1.1145
Local Option Levy	\$0.94	\$0.94	\$1.24

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1	Estimated Debt Authorized, But Not Incurred on July 1
Bonds or Other Borrowings	\$0	\$0

**RESOURCES
GENERAL FUND**

Scappoose Rural Fire Protection District

1	Historical Data			Adopted Budget This Year 2016/2017	RESOURCE DESCRIPTION	Budget for Next Year 2017/2018		
	Actual		Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014/2015	First Preceding Year 2015/2016						
1	1,240,187	1,296,730	1,296,940	1,345,989	1,345,989	1,345,989	1,345,989	1,345,989
2								
3	132,260	107,303	105,000	90,000	90,000	90,000	90,000	90,000
4	7,108	9,778	6,500	10,000	10,000	10,000	10,000	10,000
5				28,651	28,651	28,651	28,651	28,651
6								
7	446,411	579,544	600,000	610,000	610,000	610,000	610,000	610,000
8	8,256	6,564	6,500	1,500	1,500	1,500	1,500	1,500
9	68,413	94,035	165,000	115,200	115,200	115,200	115,200	115,200
10	30,932	34,420	30,850	35,500	35,500	35,500	35,500	35,500
11	8,250	16,920	16,250	-	-	-	-	-
12								
13								
14								
15								
16								
17								
18								
19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
29	1,941,817	2,145,294	2,227,040	2,236,840	2,236,840	2,236,840	2,236,840	2,236,840
30			2,205,100	2,680,080	2,680,080	2,680,080	2,680,080	2,680,080
31	2,049,379	2,146,120						
32	3,991,196	4,291,414	4,432,140	4,916,920	4,916,920	4,916,920	4,916,920	4,916,920

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

DETAILED REQUIREMENTS

GENERAL FUND

Scappoose Rural Fire Protection District

	Historical Data			Adopted Budget This Year 2016/2017	REQUIREMENTS FOR: FIRE & EMERGENCY SERVICES	Budget for Next Year 2017/2018			
	Actual					Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014/2015	First Preceding Year 2015/2016							
1	343,378	338,587	424,583	535,200	Insurance	535,200	535,200	535,200	1
2	1,331,121	1,377,241	1,687,819	1,916,619	Personnel Salaries (19.0 FTE)	1,916,619	1,916,619	1,916,619	2
3	104,823	113,808	129,118	149,680	Social Security & Medicare	149,680	149,680	149,680	3
4	17,394	19,819	38,000	38,000	Volunteer Services	38,000	38,000	38,000	4
5	278,425	269,292	395,040	465,000	Personnel Benefits	465,000	465,000	465,000	5
6	2,075,141	2,118,747	2,674,560	3,104,499	TOTAL PERSONNEL SERVICES (19.0 FTE)	3,104,499	3,104,499	3,104,499	6
7									7
8	48,183	37,592	55,000	111,350	Materials & Svcs Contract Services	111,350	111,350	111,350	8
9	11,265	14,407	14,000	54,000	Materials & Svcs Communications Maintenance	54,000	54,000	54,000	9
10	2,499	5,437	7,500	7,500	Materials & Svcs Public Education	7,500	7,500	7,500	10
11	33,738	47,185	52,000	53,200	Materials & Svcs Property & Liability Insurance	53,200	53,200	53,200	11
12	11,977	13,992	20,000	20,000	Materials & Svcs Uniforms	20,000	20,000	20,000	12
13	95,916	117,761	110,000	110,000	Materials & Svcs Maintenance on Equipment	110,000	110,000	110,000	13
14	42,950	41,438	52,000	54,000	Materials & Svcs Administration	54,000	54,000	54,000	14
15	34,211	39,520	42,200	59,900	Materials & Svcs Information Technology	59,900	59,900	59,900	15
16	4,241	4,274	5,000	5,000	Materials & Svcs Operating Materials/Supplies	5,000	5,000	5,000	16
17	46,130	59,421	65,000	65,000	Materials & Svcs Emergency Operating Supplies	65,000	65,000	65,000	17
18	21,623	24,030	90,000	125,731	Materials & Svcs Building & Grounds Maintenance	125,731	125,731	125,731	18
19	75,581	53,901	90,000	90,000	Materials & Svcs Training	90,000	90,000	90,000	19
20	28,619	29,347	37,800	39,800	Materials & Svcs Utilities	39,800	39,800	39,800	20
21	62,475	57,183	70,000	70,000	Materials & Svcs EMS Operations	70,000	70,000	70,000	21
22	13,101	15,106	18,500	18,500	Materials & Svcs FireMed	18,500	18,500	18,500	22
23	532,509	560,594	729,000	883,981	TOTAL MATERIALS & SERVICES	883,981	883,981	883,981	23
24									24
25	66,816	43,581	60,500	77,440	TOTAL CAPITAL OUTLAY	77,440	77,440	77,440	25
26									26
27									27
28									28
29									29
30									30
31									31
32									32
33	2,674,466	2,722,922	3,464,060	4,065,920	TOTAL REQUIREMENTS (THIS PAGE)	4,065,920	4,065,920	4,065,920	33

* When budgeting for Personnel Services Expenditures, include number of related full-time equivalent positions.

DETAILED REQUIREMENTS

GENERAL FUND

Scappoose Rural Fire Protection District

	Historical Data			REQUIREMENTS FOR: FIRE & EMERGENCY SERVICES	Budget for Next Year 2017/2018			
	Actual		Adopted Budget This Year 2016/2017		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2014/2015	First Preceding Year 2015/2016						
1	10,000	113,000	118,080	1 Transfer (Out) to Real & Personal Property Reserve Fund	1,000	1,000	1,000	1
2	10,000	48,000	-	2 Transfer(Out) to Grant Fund	-	-	-	2
3	20,000	161,000	118,080	3 TOTAL TRANSFERS (OUT)	1,000	1,000	1,000	3
4				4				4
5			200,000	5 OPERATING CONTINGENCY	200,000	200,000	200,000	5
6				6				6
7				7				7
8				8				8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17	2,075,141	2,118,747	2,674,560	17 TOTAL PERSONNEL SERVICES (FROM PAGE 2) (19.0 FTE)	3,104,499	3,104,499	3,104,499	17
18	532,509	560,594	729,000	18 TOTAL MATERIALS & SERVICES (FROM PAGE 2)	883,981	883,981	883,981	18
19	66,816	43,581	60,500	19 TOTAL CAPITAL OUTLAY (FROM PAGE 2)	77,440	77,440	77,440	19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27 (While 2.0 FTE are paid from both the General and Grant Funds, their FTE is only shown in the General Fund.)				27
28				28				28
29				29				29
30				30				30
31	1,296,730	1,407,494		31 Total Full Time Equivalent (19.0 FTE) Ending balance (prior years)				31
32			650,000	32 UNAPPROPRIATED ENDING FUND BALANCE	650,000	650,000	650,000	32
33	2,694,466	2,883,922	4,432,140	33 TOTAL REQUIREMENTS	4,916,920	4,916,920	4,916,920	33

* When budgeting for Personnel Services Expenditures, include number of related full-time equivalent positions.

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
GRANTS**

Scappoose Rural Fire Protection District

**FORM
LB-10**

		Historical Data		Adopted Budget This Year 2016/2017	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017/2018						
		Actual	Second Preceding Year 2014/2015			First Preceding Year 2015/2016	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
1					RESOURCES							1
2					Cash on hand * (cash basis), or							2
3					Working Capital (accrual basis)							3
4					Previously levied taxes estimated to be received							4
5					Interest							5
6					Transferred IN, from other funds							6
7	0	106,320	106,320	216,780	Grant awards			112,944	112,944		112,944	7
8												8
9												9
10	0	106,320	106,320	216,780	Total Resources, except taxes to be levied			112,944	112,944		112,944	10
11					Taxes estimated to be received							11
12					Taxes collected in year levied							12
13	0	106,320	106,320	216,780	TOTAL RESOURCES			112,944	112,944		112,944	13
14					REQUIREMENTS **							14
15					Org Unit or Prog & Activity	Object Classification	Detail					15
16	0	137,455	137,455	216,780	Fire & EMS	Personnel	Firefighter/EMS	84,293	84,293		84,293	16
17							(These staff are paid primarily from the General Fund, so their FTE is only shown there.)					17
18												18
19												19
20												20
21												21
22												22
23					Debt Service	Transfer to General Fund		28,651	28,651		28,651	23
24												24
25												25
26												26
27												27
28												28
29							Ending balance (prior years)					29
30					UNAPPROPRIATED ENDING FUND BALANCE							30
31	0	137,455	137,455	216,780	TOTAL REQUIREMENTS			112,944	112,944		112,944	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM
LB-11**

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.
Date cannot be more than 10 years after establishment.

This fund is authorized and established by Resolution No. 2010-01
on 1/14/2010 for the following specified purpose:

Review Year: 2020

Capital Improvements

REAL & PERSONAL PROPERTY

Scappoose Rural Fire Protection District

Historical Data			Budget for Next Year 2017/2018	
Actual	Adopted Budget This Year 2016/2017	DESCRIPTION		
Second Preceding Year 2014/2015	First Preceding Year 2015/2016	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1		1		1
2	510,124	2	421,184	2
3		3		3
4		4		4
5	2,219	5	2,500	5
6	10,000	6	1,000	6
7	18,913	7		7
8		8		8
9		9		9
10	541,256	10	424,684	10
11		11		11
12		12		12
13	541,256	13	424,684	424,684
14		14		
15		15		
16	86,120	16	152,684	152,684
17	148,973	17	232,000	232,000
18	-	18	5,000	5,000
19	8,784	19	30,000	30,000
20		20		
21		21		
22		22		
23		23		
24		24		
25		25		
26		26		
27		27		
28		28		
29		29		
30		30	5,000	5,000
31	243,877	31	424,684	424,684

RESOURCES AND REQUIREMENTS		TOTAL RESOURCES	
Object Classification	Detail	Object Classification	Detail
Fire/EMS	Fire Apparatus & Equipment	Fire/EMS	Fire Apparatus & Equipment
Fire/EMS	EMS Apparatus & Equipment	Fire/EMS	EMS Apparatus & Equipment
Fire/EMS	Miscellaneous Real Property	Fire/EMS	Miscellaneous Real Property
Fire/EMS	Building & Grounds Improvements	Fire/EMS	Building & Grounds Improvements
Ending balance (prior years)		Ending balance (prior years)	
UNAPPROPRIATED ENDING FUND BALANCE		UNAPPROPRIATED ENDING FUND BALANCE	
TOTAL REQUIREMENTS		TOTAL REQUIREMENTS	

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM
LB-11**

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

This fund is authorized and established by Resolution No. 2010-01 on 1/14/2010 for the following specified purpose:

Year this reserve fund will be reviewed to be continued or abolished.
Date cannot be more than 10 years after establishment.

Review Year: 2020

Personnel Services Liabilities

PERSONNEL SERVICES

Scappoose Rural Fire Protection District

		Historical Data		Adopted Budget This Year 2016/2017	DESCRIPTION RESOURCES AND REQUIREMENTS			Budget for Next Year 2017/2018			
		Actual	Second Preceding Year 2014/2015					First Preceding Year 2015/2016	Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1					RESOURCES	1					
2	239,038	201,986	210,000	210,000	Cash on hand * (cash basis), or	2	205,106	205,106	205,106	205,106	2
3					Working Capital (accrual basis)	3					3
4					Previously levied taxes estimated to be received	4					4
5	1,099	961	800	800	Interest	5	1,800	1,800	1,800	1,800	5
6	10,000	48,000	-	-	Transferred IN, from other funds	6					6
7						7					7
8						8					8
9						9					9
10	250,137	250,947	210,800	210,800	Total Resources, except taxes to be levied	10	206,906	206,906	206,906	206,906	10
11					Taxes estimated to be received	11					11
12					Taxes collected in year levied	12					12
13	250,137	250,947	210,800	210,800	TOTAL RESOURCES	13	206,906	206,906	206,906	206,906	13
14					REQUIREMENTS **	14					14
15					Org. Unit or Prog. & Activity	15					15
16	48,151	47,580	209,800	209,800	Personnel	16	201,906	201,906	201,906	201,906	16
17					Liability & Length of Service	17					17
18						18					18
19						19					19
20						20					20
21						21					21
22						22					22
23						23					23
24						24					24
25						25					25
26						26					26
27						27					27
28						28					28
29	201,986	203,367			Ending balance (prior years)	29					29
30			1,000	1,000	UNAPPORTIONED ENDING FUND BALANCE	30	5,000	5,000	5,000	5,000	30
31	250,137	250,947	210,800	210,800	TOTAL REQUIREMENTS	31	206,906	206,906	206,906	206,906	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

Notice of Budget Committee Meeting

A public meeting of the Budget Committee of the Scappoose Rural Fire Protection District, Columbia County, State of Oregon, to discuss the budget for the fiscal year July 1, 2017 to June 30, 2018, will be held at Scappoose Fire Station, 52751 Columbia River Hwy, Scappoose, OR. The meeting will take place on Thursday, the 4th day of May, 2017 at 7:00 P.M.

The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after Wednesday, April 26, 2017 at the Scappoose Fire Station, between the hours of 9:00 A.M. and 4:00 P.M.

This is a public meeting where deliberations of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

This notice was posted on the Scappoose Rural Fire District website (www.srfd.us/budget-details) on April 12, 2017 and was also published in the April 26, 2017 edition of the Chronicle.

**AFFIDAVIT
OF
PUBLICATION**

COUNTY OF COLUMBIA
STATE OF OREGON SS.

I, Don Patterson, being first duly sworn, depose and say that I am The Publisher of The Chronicle, a newspaper of general circulation, as defined by sections ORS 193.010 and 193.020, printed and published at St. Helens, in the aforesaid county and state; that the

Scappoose Rural Fire District:
Budget Committee Meeting Notice

Was published **1 (one)** successive and consecutive week(s) in the following issues:

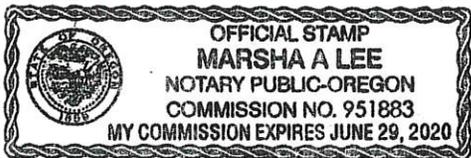
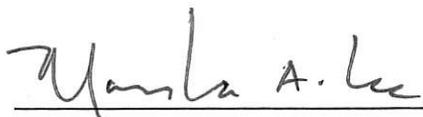
April 26



Don Patterson

Subscribed and sworn before me this

26 day of April, 2017



CH17-0641

Notice of Budget Committee Meeting

A public meeting of the Budget Committee of the Scappoose Rural Fire Protection District, Columbia County, State of Oregon, to discuss the budget for the fiscal year July 1, 2017 to June 30, 2018, will be held at Scappoose Fire Station, 52751 Columbia River Hwy, Scappoose, OR. The meeting will take place on Thursday, the 4th day of May 2017 at 7:00 P.M.

The purpose of the meeting is to receive the budget message and to receive comment from the public on

the budget. A copy of the budget document may be inspected or obtained on or after Wednesday, April 26, 2017 at the Scappoose Fire Station, between the hours of 9:00 A.M. and 4:00 P.M.

This is a public meeting where deliberations of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. This notice is also published on the Fire District website at www.srfd.us/budget-details.

Keep informed with The Chronicle



6605 SE Lake Road, Portland, OR 97222
 PO Box 22109 • Portland, OR 97269
 Phone: 503-684-0360 Fax: 503-620-3433
 Email: legals@commnewspapers.com

AFFIDAVIT OF PUBLICATION

State of Oregon, County of Columbia, SS I, Charlotte Allsop, being the first duly sworn, depose and say that I am the Accounting Manager of *The South County Spotlight*, a newspaper of general circulation, published at Scappoose, in the aforesaid county and state, as defined by ORS 193.010 and 193.020, that

**Scappoose Rural Fire Protection District
 Notice of Budget Committee Meeting
 SCS94521**

a copy of which is hereto annexed, was published in the entire issue of said newspaper for

1
 week in the following issue:
 April 28, 2017

Charlotte Allsop

Charlotte Allsop (Accounting Manager)

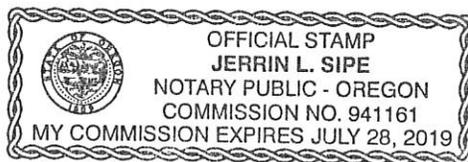
Subscribed and sworn to before me this
 April 28, 2017.

Jerrin L. Sipe

NOTARY PUBLIC FOR OREGON

Acct # 14974811
Attn: Janine Salisbury
 Scappoose RFPD
 PO Box 625
 Scappoose OR 97056

Size: 2 x 3.06"
 Amount Due \$ 39.45*
 *Remit to the address above.



Notice of Budget Committee Meeting

A public meeting of the Budget Committee of the **Scappoose Rural Fire Protection District**, Columbia County, State of Oregon, to discuss the budget for the fiscal year July 1, 2017 to June 30, 2018, will be held at Scappoose Fire Station, 52751 Columbia River Hwy, Scappoose, OR. The meeting will take place on **Thursday, the 4th day of May, 2017 at 7:00 P.M.**

The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after Wednesday, April 26, 2017 at the Scappoose Fire Station, between the hours of 9:00 A.M. and 4:00 P.M.

This is a public meeting where deliberations of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. This notice is also published on the Fire District website at www.srfd.us/budget-details
 Publish 04/28/2017. SCS15894521

AFFIDAVIT OF PUBLICATION

COUNTY OF COLUMBIA
STATE OF OREGON SS.

I, Don Patterson, being first duly sworn, depose and say that I am The Publisher of The Chronicle, a newspaper of general circulation, as defined by sections ORS 193.010 and 193.020, printed and published at St. Helens, in the aforesaid county and state; that the

Scappoose RFPD CH17-0676
Budget Hearing Notice

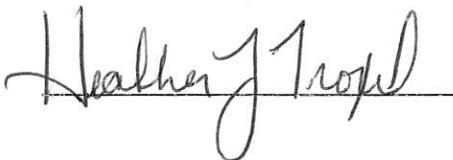
Was published 1 (one) successive and consecutive week(s) in the following issues:

May 31


Don Patterson

Subscribed and sworn before me this

31 day of May, 2017



CH17-0676

FORM LB-1 NOTICE OF BUDGET HEARING			
A public meeting of the Scappoose Rural Fire Protection District will be held on Thursday, June 8, 2017 at 7:00 p.m. at 52751 Columbia River Highway, Scappoose, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2017 as approved by the Scappoose Rural Fire Protection District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 52751 Columbia River Highway, Scappoose, Oregon between the hours of 9:00 a.m. and 4:00 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the one used in the preceding year.			
Contact: Janine Salisbury, Finance/Admin		Telephone: 503-543-5026	Email: jsalisbury@srfd.us
FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2015-2016	Adopted Budget This Year 2016-2017	Approved Budget Next Year 2017-2018
Beginning Fund Balance/Net Working Capital	1,796,095	1,826,763	1,972,279
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	707,999	630,850	760,700
Federal, State and all Other Grants, Gifts, Allocations and Donations	123,240	233,030	112,944
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	161,000	118,080	29,651
All Other Resources Except Current Year Property Taxes	92,243	284,800	105,800
Current Year Property Taxes Estimated to be Received	2,180,286	2,205,100	2,680,080
Total Resources	5,060,863	5,298,623	5,661,454
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	2,303,782	3,101,140	3,390,698
Materials and Services	560,593	729,000	883,981
Capital Outlay	138,424	494,403	497,124
Debt Service	0	0	28,651
Interfund Transfers	161,000	118,080	1,000
Contingencies	0	200,000	200,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	0	656,000	660,000
Total Requirements	3,163,799	5,298,623	5,661,454
FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program			
FTE for that unit or program			
Name: Fire/Emergency Medical Services (EMS)	3,163,799	5,298,623	5,661,454
FTE	16	17.5	19.0
Total Requirements	3,163,799	5,298,623	5,661,454
Total FTE	16	17.5	19.0
STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *			
Calls continue to increase, causing greater need for technical training, upgraded equipment, and more staff. The District explores all opportunities to meet these needs with best practice cost-effective methods. The two-year federal grant to hire two firefighter/emergency medical technicians (FF/EMTs) expires October, 2017. In May, 2016, voters approved an increased rate in the local option levy renewal that is effective for property taxes due in November, 2017. The increased revenue will sustain the formerly grant-funded positions, add another FF/EMT, and add part-time medical-only staff during peak call hours. In addition, Scappoose Fire District and Columbia River Fire & Rescue entered into a two-year agreement to share administrative staff. The agreement was effective July 1, 2016, and facilitates greater cooperation and managerial specialization. The districts hope to achieve financial and operating efficiencies that will help meet increased administrative needs without hiring more staff.			
PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2015-2016	Rate or Amount Imposed This Year 2016-2017	Rate or Amount Approved Next Year 2017-2018
Permanent Rate Levy (rate limit \$1.1145 per \$1,000)	\$1.1145	\$1.1145	\$1.1145
Local Option Levy	\$0.94	\$0.94	\$1.24
STATEMENT OF INDEBTEDNESS			
LONG TERM DEBT	Estimated Debt Outstanding on July 1	Estimated Debt Authorized, But Not Incurred on July 1	
Bonds or Other Borrowings	\$0	\$0	
150-504-073-2 (Rev. 02-14)			





6605 SE Lake Road, Portland, OR 97222
 PO Box 22109 • Portland, OR 97269
 Phone: 503-684-0360 Fax: 503-620-3433
 Email: legals@commnewspapers.com

AFFIDAVIT OF PUBLICATION

State of Oregon, County of Columbia, SS I, Charlotte Allsop, being the first duly sworn, depose and say that I am the Accounting Manager of **The South County Spotlight**, a newspaper of general circulation, published at Scappoose, in the aforesaid county and state, as defined by ORS 193.010 and 193.020, that

**Scappoose Rural Fire Protection District
 Notice of Budget Hearing
 SCS99813**

a copy of which is hereto annexed, was published in the entire issue of said newspaper for

1
 week in the following issue:
 May 26, 2017

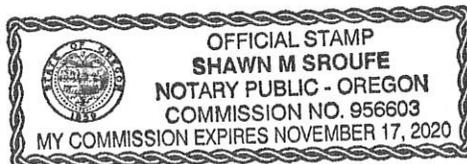
Charlotte Allsop
 Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this
 May 26, 2017.

Shawn M Sroufe
 NOTARY PUBLIC FOR OREGON

Acct # 14974811
Attn: Janine Salisbury
 Scappoose RFPD
 PO Box 625
 Scappoose OR 97056

Size: 3 x 5.75"
 Amount Due \$ 111.26*
 *Remit to the address above.



FORM LB-1 NOTICE OF BUDGET HEARING

A public meeting of the Scappoose Rural Fire Protection District will be held on Thursday, June 8, 2017 at 7:00 p.m. in the Scappoose Community Center, 6605 SE Lake Road, Scappoose, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2017. A summary of the budget is presented below. A copy of the budget may be obtained from the Scappoose Rural Fire Protection District Budget Committee. A summary of the budget is presented below. This budget is for an annual basis of accounting that is the same as the one used in the preceding year.

Contact: Janine Salisbury, Finance/Admin Telephone: 503-543-5026 Email: jsalisbury@scappoosefire.com

FINANCIAL SUMMARY - RESOURCES		
TOTAL OF ALL FUNDS	Actual Amount	
	2013-2016	TR
Beginning Fund Balance/Net Working Capital	1,796,093	
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	707,999	
Federal, State and all Other Grants, Gifts, Allocations and Donations	123,240	
Revenue from Bonds and Other Debt	0	
Interfund Transfers / Internal Service Reimbursements	164,000	
All Other Resources Except Current Year Property Taxes	92,243	
Current Year Property Taxes Estimated to be Received	2,180,286	
Total Resources	5,060,863	

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION		
	Actual Amount	
	2013-2016	
Personnel Services	2,303,782	
Materials and Services	560,593	
Capital Outlay	138,424	
Debt Service	0	
Interfund Transfers	164,000	
Contingencies	0	
Special Payments	0	
Unappropriated Ending Balance and Reserved for Future Expenditure	0	
Total Requirements	3,163,799	

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATION		
Name of Organizational Unit or Program	FTE for that unit or program	
Name: Fire/Emergency Medical Services (EMS)	3,163,799	
FTE	16	
Total Requirements	3,163,799	
Total FTE	16	

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

Calls continue to increase, causing greater need for technical training, upgraded equipment, and more staff. To meet these needs with best practice cost-effective methods. The two-year federal grant to hire two firefighter/EMT effective October, 2017. In May, 2016, voters approved an increased rate in the local option levy renewal that is effective October, 2017. The increased revenue will sustain the formerly grant-funded positions, add another FF/EMT, and add part-time addition, Scappoose Fire District and Columbia River Fire & Rescue entered into a two-year agreement to share effective July 1, 2016, and facilitates greater cooperation and managerial specialization. The districts hope to share will help meet increased administrative needs without hiring more staff.

PROPERTY TAX LEVIES		
	Rate or Amount Imposed	Rate
	2013-2016	
Permanent Rate Levy (rate limit \$1.1143 per \$1,000)	\$1.1143	
Local Option Levy	\$0.94	

STATEMENT OF INDEBTEDNESS	
LONG TERM DEBT	Estimated Debt Outstanding on July 1
Bonds or Other Borrowings	\$0

150-504-073-2 (Rev. 02-14)

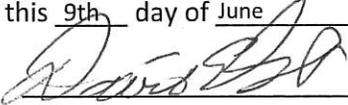
Publish 05/26/2017.

NOTICE OF ELECTION CANVASS for May 17, 2016 Primary Election
(ORS 255.295 requires this form to be completed and returned by June 27, 2016)

Scappoose Fire District _____ hereby notifies the Columbia County Clerk, Election officer for the District, that the District has canvassed the votes as reported in the certified election results, and has determined that the following is the official result of the May 17, 2016 Primary **Election**:

Measure # 5-254
Yes Votes 2,102
No Votes 1672

Dated this 9th day of June, 2016.

By 

Title Board President

This completed form must be returned in person or by regular mail, fax or e-mail by June 27, 2016.
Thank you!

Don Clack
Elections Supervisor
230 Strand St
St Helens OR 97051

Don.clack@co.columbia.or.us
503-397-7214 phone
503-397-7266 fax

5-254 Scappoose Fire

VOTES PERCENT

VOTES PERCENT

Vote For 1

01 = Yes

02 = No

2,102 55.70
1,672 44.30

03 = OVER VOTES
04 = UNDER VOTES

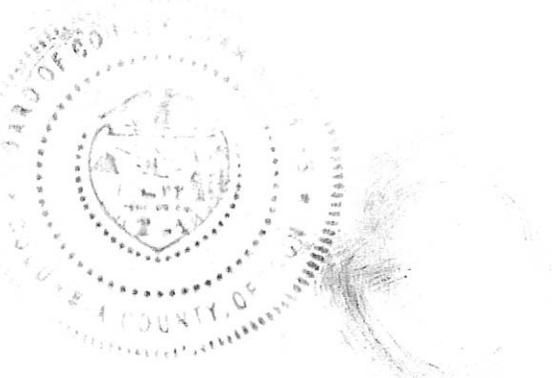
2
408

	01	02	03	04
0019 S Warren	132	138	0	33
0031 City of Scappoose ONE	204	151	0	34
0032 City of Scappoose TWO	615	442	1	118
0034 City of Scappoose FOUR	304	250	1	62
0035 SE Scappoose	352	234	0	65
0036 Canyon	110	127	0	22
0038 W Scappoose	121	123	0	34
0047 Chapman	264	207	0	40

I hereby certify that the votes recorded on this report correctly summarize the tally of votes cast at the May 17, 2016 Primary Election.

Dated this 6th day of June 2016.


 Elizabeth E. Huser
 Columbia County Clerk



Question 5-254 (Vote for 1)

Precinct	Total Votes	Yes	No	Over Voted Ballots	Under Votes
Precinct 3102	257	147 57.20%	110 42.80%	0	12
Total	257	147 57.20%	110 42.80%	0	12

Certificate

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.

Tim Scott

Tim Scott, Director of Elections
Multnomah County, Oregon